

**CITY OF MONROE  
PLANNING COMMISSION MINUTES  
August 27, 2012**

✓ APPROVED

The meeting of the Monroe Planning Commission was scheduled for August 27, 2012 at 7:00 p.m. in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

**Chairman Loots** called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Secretary Kim Shaw** called the roll. The following were:

**Present:** Chairman Loots, Commissioners Dian Duerksen, Bill Kristiansen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

**Excused:** Commissioner Dave Demarest

**Staff Present:** Planning & Permitting Manager Paul Popelka, Secretary Kim Shaw and Planning Technician David McConnell

**Chairman Loots** introduced **Dian Duerksen**, recently appointed as Planning Commissioner. Dian shared some brief background information about herself.

**CITIZEN COMMENT**

None at this time.

**APPROVAL OF MINUTES**

None.

**PUBLIC HEARING**

None.

**WORKSHOP**

None.

**DISCUSSION BY COMMISSIONERS AND STAFF**

**Manager Popelka** introduced **Dave McConnell**, who has been hired as a temporary Planning Technician.

***A. 2013 COMPREHENSIVE PLAN DOCKET***

**Manager Popelka** briefed the Commissioners on docketing items proposed for 2013. No citizen initiated applications were submitted. The city is currently proposing the following text amendments:

1. Review all City Comprehensive Plan Elements for potential updates
2. Gateway Districts for improving gateway areas
3. System Plan Updates addressing storm water, sewer, and drinking water
4. School Mitigation Fees review to consider reducing impact fees

***B. 2015 COMPREHENSIVE PLAN UPDATE***

**Manager Popelka** discussed the process for population/employment allocations and projections for growth. The City will be working with other Snohomish County jurisdictions for the 2015 update. The City will hire consultants for the update with final review and action completed by December 2014. He also noted the Roosevelt Ridge Annexation will be on the November ballot.

***C. ZONING CODE AMENDMENTS – NORTH KELSEY DESIGN GUIDELINES AND SIGNS***

**Manager Popelka** discussed updates for the North Kelsey Design Guidelines and the sign code. An ad-hoc sign committee suggested several updates and amendments, and the City will retain a consultant to complete the updated code.

***D. DEPARTMENT UPDATES***

**Manager Popelka** updated the Commissioners on proposed development projects. Staff will prepare a 2013 Work Program.

**Commissioner Kristiansen** inquired about the status of Wal-Mart. **Manager Popelka** explained that a ruling on the appeal was to be made later this month.

Comments were shared regarding the Evergreen State Fair traffic.

**ADJOURNMENT**

**Commissioner Rodland** made a motion that the August 27, 2012 Planning Commission meeting be adjourned. Motion seconded by **Commissioner Sherwood**. Motion carried 6/0.

The meeting was adjourned at 8:25 p.m.



Paul Loots  
Chairman



Kim Shaw  
Planning Commission Secretary